

## DEPARTMENT OF ENGLISH STANDARDS FOR TENURE AND PROMOTION

Departmental guidelines and policies are subject to policies promulgated at the college and university levels. In the case of promotion and tenure, guidelines provided by the Office of the Provost form the basis of all promotion and tenure decisions. While a college or department may choose to implement more rigorous standards than those detailed in the university-level promotion and tenure guidelines, a college or department may not implement policies that result implicitly or explicitly in the application of less rigorous standards than detailed in the university-level promotion and tenure guidelines. It is the obligation of the chair of the department to make all new tenured or tenure-track faculty members aware in writing of not only the university-level promotion beyond tenure guidelines but also any college or departmental level policies or procedures that may impact their tenure and/or promotion.

These guidelines for professional evaluation of tenured and tenure-track members of the university of Houston's Department of English are prepared as a general document without reference to particular individuals or configurations of accomplishment. They do not prescribe a uniform roster of accomplishments that must be achieved by all candidates for tenure or promotion. Rather, they suggest ways of evaluating accomplishments in research, teaching and service by allowing flexibility in assigning relative weights to these three activities.

Although it is notoriously difficult to define precise guidelines for tenure and promotion, some general standards must be set forth in order to assure fairness in judging persons under review. These standards are based on the following assumptions.

1. Effective and responsible teaching is a necessary condition for tenure and promotion.
2. Scholarly and creative achievement is the most important and single factor to be considered in the process of tenure and promotion. It is expected that candidates for promotion and tenure will have made high quality contributions to the discipline, normally through peer-reviewed scholarly or creative publication. Quantity of publications is not itself sufficient grounds for tenure or promotion.
3. It is the expectation that candidates for tenure and promotion will have contributed to the faculty governance of the Department and have advanced the discipline through involvement in professional organizations. Professional service will be considered when related to one's teaching, scholarly, or creative activity. Professional service, however, cannot substitute for effective teaching and high quality scholarly or creative publication.

The standards to be applied to persons under review are the following:

1. Promotion from Instructor to Assistant Professor:
  - Evidence of effective and responsible teaching, as available;
  - The receipt of an earned doctoral degree, or, in the case of creative writers, the MFA.
2. Assistant Professor under routine annual review, beginning in the second year at the University:
  - Evidence of effective and responsible teaching;
  - Scholarly or creative work in progress, with manuscripts or other evidence available;
  - Active membership in departmental governance or other professional organizations.
3. Assistant Professor under pre-tenure or third-year review:
  - Evidence of effective and responsible teaching;
  - Evidence of a clear research or creative agenda for successful achievement of the standards for tenure;
  - A growing body of high quality scholarly or creative contribution to the discipline, either in the form of demonstrable progress toward completion of a major monograph or creative work, or in the form of several articles submitted for publication and others planned or in progress which will contribute to the successful completion of a research agenda;
  - Participation in faculty governance of the Department, and professional service through membership in departmental committees and professional organizations.
4. Assistant Professor under tenure review:
  - Evidence of effective and responsible teaching;
  - Evidence of the effective pursuit of a clear research or creative agenda that suggests the candidate's continuing professional development;
  - Evidence of high quality contributions to the discipline through peer-reviewed publication, normally of a monograph or volume of creative work, although other forms of publication or dissemination of contributions to the discipline deemed equivalent in quantity and quality to a monograph will also be considered;
  - A record of professional service through contribution to faculty governance within the University (at the Department, College, or University level) and involvement in professional organizations contributing to teaching or research.
5. Associate Professor applying for promotion to Full Professor:
  - A record of effective contributions to teaching and student learning over time;
  - The effective pursuit of ongoing research or creative projects over time;
  - High-quality contributions to the discipline that have achieved national recognition, normally in the form of a monograph or a volume of creative work since tenure that

has received significant review in appropriate professional forums; other forms of publication or dissemination of contributions to the discipline deemed equivalent in quantity and quality to a monograph, and receiving comparable national recognition, will also be considered;

- A record of significant professional service through quality contribution to the university community (at the Department, College, or University level) or the broader community serving the mandate of teaching, research, or creativity.